

# UNDER 18 INTERNATIONAL STUDENT ACCOMMODATION APPLICATION

For students aged 16 or 17, applying for accommodation from offshore



**THIS ACCOMMODATION APPLICATION FORM IS FOR STUDENTS AGED 16 or 17 YEARS OLD ONLY.**  
Students aged 18+ at time of arrival must complete the "International Student Accommodation Application Form"

Under the NZQA Code of Practice for the Care of International Students, Wintec requires all students aged under 18 years of age to be housed in Wintec approved accommodation as these are visited and checked regularly and meet all Code of Practice requirements.

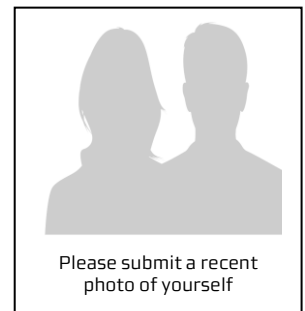
For a summary of accommodation options and a breakdown of fees, please refer to the "U18 International Student Accommodation Information" available on the Wintec Website.

## Accommodation Application Process:

1. Answer **ALL** questions in this form & sign and date the form
2. Email the form to: [international.accommodation@wintec.ac.nz](mailto:international.accommodation@wintec.ac.nz)
3. Wintec will email to confirm we have received the application. Email us if you do not receive this email
4. A detailed confirmation email is sent once the accommodation is booked and confirmed

## SECTION 1: Personal Details (as seen on the passport)

Family Name: .....  
First Name(s): ..... English Name: .....  
Date of Birth (dd-mm-yy): ..... Wintec ID: .....  
Nationality: ..... Region: .....  
Gender:                      Male                      Female                      I identify as .....  
Email address: .....  
Enrolled programme of study: .....  
What language(s) do you speak? .....



## SECTION 2: Accommodation Selection (compulsory for all students)

Before making your accommodation selection, please review the options listed in the "U18 International Student Accommodation Information" sheet.

Accommodation Choice	
Homestay Accommodation (minimum 4 week placement)	
Wintec Student Village (minimum 1 semester placement, 21 weeks)	Semester 1: 03.02.2020 - 28.06.2020
	Semester 2: 29.06.2020 - 22.11.2020
Designated Caregiver (to be approved by Wintec)	

## SECTION 3: Arrival Information (compulsory for all students)

Date of arrival (in NZ): ..... Time of arrival (in NZ): .....  
Country of departure: ..... Flight Number: .....

## SECTION 4: Shuttle Requirements (compulsory for all students)

Do you require a shuttle from the airport to your accommodation?                      Yes                      No, I will make my own arrangements

If **YES**, please tick:                      (Auckland Airport → Hamilton)                      (Hamilton Airport → Hamilton)

If **NO**, please provide the following:

How will you get from the airport to your accommodation (i.e. friend, relative etc.): .....

Arrival date at accommodation: .....                      Arrival time at accommodation: .....

NZ contact name/phone (i.e. friend): .....

## SECTION 5: Your Health (compulsory for all students)

Under the NZQA Code of Practice for the Care of International Students, Wintec is required to obtain health information from you. The information provided **will remain confidential** and will only be shared with necessary Wintec staff and/or appropriate professionals IF it is relevant to your wellbeing. This information will NOT affect your admission to Wintec.

**Non-Disclosure:** For your own safety and the safety of host families, you must declare whether you have any medical, mental health or behavioural conditions before we place you in accommodation. For example, we need to know if you are taking medication regularly so that Wintec Health Centre and/or other professional health services can offer the best suitable medical advice when needed. Failure to disclose these conditions may result in termination of accommodation and enrolment.

Do you have a disability or medical condition? <small>(i.e. asthma, epilepsy, diabetes, eyesight problems etc.)</small>	Yes	No
Have you ever been treated for any mental health issues? <small>(i.e. depression, bipolar, eating disorder, autism etc.)</small>	Yes	No
Are you taking any medication at the moment? <small>(i.e. pain medication, anti-depressants, heart pills, insulin etc.)</small>	Yes	No
Do you have any allergies to medication, animals and/or foods? <small>(i.e. bees, penicillin, cats, dogs, dairy, shellfish etc.)</small>	Yes	No
Have you had surgery or any major injuries in the past 5 years? <small>(i.e. broken bones, head trauma, back injuries etc.)</small>	Yes	No
Do you smoke? <small>(this includes cigarettes or vaping)</small>	Yes	No
If you have answered 'yes' to any of the above, please provide additional information here:		

## SECTION 6: Emergency Contact (compulsory for all students)

**We must have the details of your parent(s) or legal guardian in the case of an emergency:**

Name: .....                      Relationship to you: .....

Can they speak English?                      Yes                      No                      What language(s) do they speak? .....

Address: .....

Phone: .....                      Email: .....

IF YOU WANT TO LIVE IN **HOMESTAY OR THE STUDENT VILLAGE**, COMPLETE **SECTIONS 7, 8, 9 & 11.**

IF YOU WANT TO LIVE WITH A **CAREGIVER** ANSWER **SECTION 10 & 11**

## SECTION 7: Dietary Requirements

**Food is a very important part of being happy – let us know what you like and what you don't! Please be honest:**

Do you have any special dietary requirements?	Yes	No
<i>If yes, please explain:</i>		
Are you vegetarian?	Yes	No
Do you require a Halal diet?	Yes	No

Please tick any food you **DO NOT** eat:

Chicken	Eggs	Pork / Ham / Bacon	Fish / Seafood	Lamb / Mutton
Dairy (i.e. milk, cheese, yoghurt)		Beef	Other:	

What do you like to eat? What is your favourite food? Spicy/Mild? .....

What do you like to drink? (i.e. water, tea, lemonade etc.): .....

## SECTION 8: Getting to know you...

We want to know more about you so we can find the right accommodation for you – please answer all questions:

Tell us a little about yourself – for example: Why are you coming to NZ? Have you travelled before / where have you been? What do you want to do after you finish your studies? Have you lived away from home before? Do you have any brothers/sisters, etc.:

Do you have any special requirements for cultural and/or religious events? Yes No

If yes, please explain:

How would you describe your personality: Quiet / Shy Outgoing & Sociable Adventurous

What activities do you enjoy? (tick all that apply)

Reading	Sports / Gym	Arts & Crafts	Travel	Computers
Music / Singing	Watching movies	Shopping	Family time	Cars
Time with friends	Cooking	Other:		

What sports do you like to play? (tick all that apply)

Basketball	Soccer	Cricket	Swimming	Gym / Fitness
I don't like sports		Other:		

Anything else you want us to know about you?

## SECTION 9: Homestay Information

Our host family network consist of all types of families, and finding the right family for you is important to us. This section will help us: :

What type of family would you prefer? (tick all that apply)

Young / middle age hosts Mature / older hosts Family environment

Some host families have children living in the home. What age children are you happy to live with? (tick all that apply)

Little Ones (0-4 years) Children (5-12 years) Teenagers (13+ years) No children

Some families in NZ have a pet living in the home. Are you happy to live in a home with pets? Yes No

What animals don't you like? .....

## SECTION 10: Caregiver Details (only for students applying to live with a Caregiver)

If you are applying to stay with a designated caregiver, please complete this section so we can contact them and start the application process:

Name: ..... Relationship to you: .....

Can they speak English? Yes No What language(s) do they speak? .....

Address: .....

Phone: ..... Email: .....

## SECTION 11: Declaration (compulsory for all students)

Please read this section carefully and tick each box to show that you understand and accept the condition:

### For ALL applicants

I have answered all questions honest & truthfully.

I understand that this accommodation request will incur an administration fee of \$NZ225 (non-refundable)

I understand that this application is not a guarantee that Wintec will provide me with my 1<sup>st</sup> choice of accommodation. If this is not available, Wintec will get in touch and do its best to find suitable alternative accommodation.

I understand that once confirmed, the booking is final & no refund is applicable for last minute changes.

I understand that if the information I have provided is false/misleading, this is grounds to terminate my accommodation contract, and I forfeit any pre-paid accommodation fees (i.e. you do not get a refund).

### For HOMESTAY students only

I understand that I will be in a family environment; this is not the same as a hotel. Most homes will have house rules.

I will not smoke inside the home at any time.

I understand the Wintec's homestay fees are non-negotiable. I understand that fees need to be paid 2 weeks in advance and understand that I have to make regular payments to Wintec. Failure to do so could affect your ability to study at Wintec.

Homestay placements are confirmed for a minimum of 4 weeks. If you leave within the first 4 weeks, you will not get a refund.

A 'Two Week Notice Form' must be completed & returned to Wintec when wanting to leave homestay accommodation. Failure to give 2 weeks' notice can result in additional fees being charged from your Wintec account

I have read the Wintec Homestay Guide. I understand what is expected of me and what to expect from my homestay.

If I break house rules, disrespect my hosts or cause unnecessary stress, harm or anguish, I may be asked to leave the home or be moved by Wintec. No refund of pre-paid fees will be applicable in this instance.

I agree to keep in touch with Wintec with any issues I might have as they will offer support and guidance.

### For STUDENT VILLAGE students only

On check out, I will leave my room without damage, clean and tidy. I will return any key(s) given to me.

I will abide by all rules as per the accommodation contract. Failure to do so can result in my contract termination & forfeiture of any pre-paid accommodation fees

### For students with a DESIGNATED CAREGIVER

I understand that Wintec will assess the suitability of my nominated caregiver for their ability to be responsible for my safety and wellbeing. Once approved they will assume the role of caretaker.

Parent and/or legal guardian signature **(REQUIRED)**

Full Name: .....

Date: .....

Signature: .....

Relationship to student: .....

*Writing your name here is considered as your signature*

## SECTION 12: Making the Payment

Once the application form has been completed, it must be submitted to Wintec & payment of fees made to confirm booking request:

SUBMITTING YOUR APPLICATION	MAKING PAYMENT OF HOMESTAY FEES
<ol style="list-style-type: none"><li>1. Email the completed application form to <a href="mailto:international.accommodation@wintec.ac.nz">international.accommodation@wintec.ac.nz</a></li><li>2. Receive a confirmation email from Wintec to acknowledge receipt of your application. If you do not receive this, contact Wintec to confirm we have received the application form.</li><li>3. Pay the relevant accommodation fees</li><li>4. Receive a confirmation email to confirm homestay (and shuttle) arrangements</li></ol>	<p>Payments may be made by telegraphic transfer, credit card (Visa, Bankcard or MasterCard) or bank draft to:</p> <p><b>Account number:</b> 02-0316-0112455-00 <b>Payee:</b> Waikato Institute of Technology <b>Bank:</b> Bank of New Zealand <b>SWIFT CODE:</b> BKNZ22 <b>Bank Address:</b> Victoria Street, Hamilton, New Zealand</p> <p><b>Reference:</b> Payment <b>MUST</b> have the student's name &amp; Wintec student ID number listed as a reference</p>